

**MINUTES
MEETING OF THE
TENNESSEE COMMISSION ON AGING AND DISABILITY
THE DOUBLETREE HOTEL
315 4th Avenue North
NASHVILLE, TENNESSEE 37219
CUMBERLAND ROOM
May 13, 2008**

Members Present:

Ms. Diane Cornell
Mr. Bernard Danzig
Mr. Shelburne Ferguson, Jr.
Mr. William Johnson
Ms. Vickie Lawson
Ms. Beauton Matthews
Ms. Teresa McCadams
Ms. Barbara McIntyre
Mr. Tom Nesbit (for Mr. Jerry Hill)
Ms. Lynne O'Neal
Mr. Judson Palmer
Mr. Leonard Price
Mr. Seth Stanger
Ms. Mary Stockley
Ms. Elizabeth Stovall
Ms. Jackie Talley
The Honorable Senator Jim Tracy
Ms. Wanda Willis
Mr. Donald Woodlee

Members Absent:

Mr. John Arriola
The Honorable Rep. Lois DeBerry
Ms. Frankie McCord
Mr. Jerry Hill
Mr. Glen Petree
Ms. Bobbie Tyler

Chair Woodlee called the meeting to order at 9:00 a.m. The roll was called, and attendance is listed above.

APPROVAL OF THE NOVEMBER 2007 MINUTES

Chair Woodlee asked if there were any corrections, deletions, or additions to the Minutes of the February 2008 meeting. **Lynne O'Neal moved approval of the minutes. The motion was seconded by William Johnson and passed unanimously.**

TCAD STAFF UPDATE

New TCAD staff members were introduced by their supervisors. The list of new staff is as follows.

David Devitt was not present but Lucy Utt stated he is the new SHIP Specialist who has replaced Shannon Jones in her former position. Ms. Jones has been promoted to SHIP Director.

Tammy Cooper was introduced by Jackie Bruce, Supervisor of Planning and Evaluation. Ms. Cooper will be working with the Quality Assurance section doing monitoring of aging programs.

Kathy Zamata introduced Virginia Watkins who is the new Administrative Secretary for traditional aging programs. Kathy Zamata also introduced Melissa Jones who is the new Alzheimer's Task Force Coordinator. She will be working with the legislative task force and undertaking a state-wide survey of Alzheimer's needs. There will be public forums held across the state. Commission members were encouraged to attend a public forum when the event is held in their area. The list of dates was included in members' notebooks. The Task Force will use the information gathered to prepare the Alzheimer's Disease State Plan for Tennessee.

Phil Barnett, HCBS Statewide Waiver Administrator, introduced new waiver staff members. Dorothy Marks will be working with the waiver QA and streamlining waiver programs. Kennettra Golden comes to the waiver QA program from the state sector. Ms. Golden is also the new Title VI Coordinator for the TCAD. Cynthia Minnick was introduced as the newly hired financial manager for the waiver program at TCAD. Ms. Minnick was formerly an Accountant with TCAD. Michelle Drachler is the new waiver Quality Assurance supervisor.

CONFLICT OF INTEREST STATEMENTS

TCAD staff reminded Commission members to complete the annual Conflict of Interest statements in their notebooks by June 1, 2008. The statements are required to be signed and a Record Copy on file for auditing purposes. The members were asked to turn in their statements to Commission staff when completed.

NUTRITION POLICY CHAPTER

Karen Raffey, TCAD Nutrition Program Director, presented changes to the TCAD Nutrition Policy chapter as shown on page 18 in the meeting notebooks. Prior to the November 2006 revision of the Nutrition Program Policy Chapter (Chapter 7), there was a provision allowing home delivered meals to be served to persons registered in the congregate meals program, when they were ill or incapacitated, if meals were requested. A request by the field was made to reinstate this provision. In addition to researching other state manuals, a state-wide survey was conducted for field input and comments regarding reinstating the provision. It was agreed to reinstate the provision if the decision for service was made by the Area Agency on Aging and Disability (AAAD) and a time limit was added for the length of service provided. The Policy chapter was presented for consideration and approval by the board. **Motion to approve the policy chapter changes as presented was made by Judson Palmer and seconded by Shelburne Ferguson. There were no objections or abstentions and the motion carried.**

DIVIDED WE FAIL CAMPAIGN, REBECCA KELLY

Rebecca Kelly, AARP TN Director, presented an overview of the new AARP campaign, Divided We Fail. She stated the AARP turns 50 in 2008. She stated there is a strong partnership with the Commission. Mary Stockley represents the AARP on the

Commission board. Ms. Kelly stated the campaign gets folks attention. She said it is a national movement and NFIB, SEIN, and Business Roundtable are also partners in the campaign. She stated that we must address the issues facing us today. Healthcare is critical to the country. Facing the next generation are issues such as financial security, Medicare, and Medicaid.

Ms. Kelly stated AARP is expecting the House to vote for long term care legislation during the last week of legislation. The Senate has already passed the bill and the House is expected to pass the bill. AARP has lobbied for the Area Agencies to be the single point of entry. Ms. Kelly stated she feels strongly of their capabilities in this area. She invited everyone to rally for the long term care legislation.

Ms. Kelly stated that AARP is looking at a new idea called State K, which is like a 401K and would be offered to entrepreneurs for small business.

ETHICS TRAINING

Janet Lamb presented Ethics Training using a PowerPoint slideshow. This training was at the request of the Chair and approved by the Executive Committee at its February 2008 meeting. Ms. Lamb stated that ethics provide a good moral compass and assist in effective decision making. She stated if you didn't want the issue and comments to be seen in a public newspaper, most likely you would not want to put the comments in an email, etc.

COMMITTEE REPORTS

Long Term Care Committee

The Long Term Care Committee report was presented by Elizabeth Stovall. She stated it has been a pleasure to represent the Southwest Area as a Commission member. She stated she will continue to be an advocacy for consumers and spread the good news. She stated when you come to the table, you represent a lot of people who can't represent themselves.

Planning Committee

Wanda Willis, Chair, introduced the reviewers of the nine Area Plans. Those were Bernard Danzig, Lynne O'Neal, and herself. Each of the reviewers had three plans to review and each reviewer represented one of the three grand divisions of the state-East, West, and Middle Tennessee. She stated Area Agencies do a three-year plan, and 2008 is the last year of the current three-year planning cycle. In 2009, the Area Agencies will be doing a new Area Plan.

As background information, Ms. Willis stated the Area Agencies had submitted the plans to the TCAD staff, who reviewed the plans and sent comments back to the Area Agencies. The Area Agencies addressed the comments and sent the revised plans back to the TCAD. The Planning Committee met on Monday, May 12, 2008, to finalize the recommendations to the Commission. Ms. Willis added that the Area Agencies had put tremendous amount of effort in the Area Plans.

Bernard Danzig introduced the Middle TN Area Plans. First was the South Central Area Agency. Mr. Danzig highlighted the Area Agency's goals and

accomplishments as they were stated in the handouts provided by Commission staff. **Mr. Danzig moved to accept the South Central Area Plan and the budget for 2009. Shelburne Ferguson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Danzig introduced the Upper Cumberland Area Plan and highlighted the Agency's goals and accomplishments. **Mr. Danzig moved to accept the Upper Cumberland Area Plan and the budget for 2009. Elizabeth Stovall seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Danzig introduced the Greater Nashville Area Plan and highlighted the Area Agency's goals and accomplishments. **Mr. Danzig moved to accept the Greater Nashville Area Plan and the budget for 2009. William Johnson seconded the motion. A roll call vote was taken and the motion carried.**

Lynne O'Neal introduced the West TN Area Plans. First was the Aging Commission of the Midsouth. Ms. O'Neal highlighted the agency's goals and accomplishments as they were stated in the handouts provided by Commission staff. **Ms. O'Neal moved to accept the Aging Commission of the Midsouth's Area Plan and budget as presented. Beaton Matthews seconded the motion. A roll call vote was taken and the motion carried.**

Ms. O'Neal presented the Northwest Area Plan and highlighted the Area Agency's goals and accomplishments. **Ms. O'Neal moved to accept the Northwest's Area Plan and budget as presented. William Johnson seconded the motion. A roll call vote was taken and the motion carried.**

Ms. O'Neal presented the Southwest Area Plan and highlighted the Area Agency's goals and accomplishments. **Ms. O'Neal moved to accept the Southwest's Area Plan and budget as presented. Teresa McCadams seconded the motion. A roll call vote was taken and the motion carried.**

Wanda Willis introduced the East TN Area Plans and highlighted the Area Agency's goals and accomplishments. **Ms. Willis moved to accept the East TN Area Plan and budget for 2009. Shelburne Ferguson seconded the motion. A roll call vote was taken and the motion carried.**

Ms. Willis presented the First TN Area Plan and highlighted the Area Agency's goals and accomplishments. **Ms. O'Neal moved to accept the First TN's Area Plan and budget as presented. Judson Palmer seconded the motion. A roll call vote was taken and the motion carried.**

Ms. Willis presented the Southeast Area Plan and highlighted the Area Agency's goals and accomplishments. **Ms. Willis moved to accept the Southeast's Area Plan and budget as presented. Beaton Matthews seconded the motion. A roll call vote was taken and the motion carried.**

In closing, Ms. Willis stated that since federal and state budgets are affected by the recent economy, she would encourage TCAD staff to work with the Area Agencies to keep volunteers in the programs in order to stretch resources across the programs.

Ms. Willis added that the Planning Committee is open to ideas and suggestions on improvements for review of the Area Plans. Judson Palmer stated it would be helpful if all Commission members could receive the plan electronically or in the mail, as they have in the past. Ms. Willis thanked everyone for their participation in the Area Plans and the review.

Study Committee to Study Mileage Reimbursement

Bernard Danzig presented the Study Committee's discussion. He stated the Committee met via conference call and agreed that the Commission members should not just drop in on the senior centers. He suggested the Commission members should attend the Advisory Council's meeting as often as they would like and get reimbursed for this. Diane Cornell stated that the Commission members who are members of the Advisory Council already receive reimbursement by the Council. **Bernard Danzig moved that all Commission members attend Advisory Councils as much as possible and if they don't live in the city where the Advisory Council meets, they're eligible for reimbursement.** There was some discussion of the motion. **Seth Stanger made a motion to table the motion made by Bernard Danzig. The motion was seconded by Shelburne Ferguson and the motion was carried. The motion made by Mr. Danzig was tabled.**

Audit Committee

Judson Palmer, CoChair, reported for the Audit Committee. He stated the Committee sat in on the Comptroller's audit exit conference with TCAD staff and Ron Anderson and Tuan Lee, which was held Monday, May 12th, 8:00 AM CST. This audit was the required three-year audit by the Comptroller's Office and the period of the audit was June 1, 2005, through March 31, 2008. The Comptroller's Office will formalize their audit findings and send a letter and report to TCAD within two weeks. The report will be available to the Audit Committee afterwards.

Mr. Palmer stated the Audit Committee had approved all previous minutes of the Audit Committee meetings. Mr. Palmer added that the Audit Committee will plan to hold a meeting with TCAD staff before the August 2008 meeting to discuss the Comptroller's audit and to discuss the Audit Committee's responsibilities.

BUDGET UPDATE

Perry Register summarized the budget sheets included in the meeting notebooks. He added that on May 12th, 2008, there's a reversion in the Governor's speech but the funds could be distributed to the Guardianship as allocated for a total of \$97K. Mr. Register stated next year's budget is uncertain, and he is unsure how much of the Governor's \$400+ million budget cuts will affect the TCAD. At the same time, with the Governor's push for passage of the Long Term Care Community Choices Act of 2008, Mr. Register stated he expects a significant increase in funding for long term care and home and community based services programs.

ALZHEIMER'S DISEASE TASK FORCE

Kathy Zamata reported on the Alzheimer's Disease Task Force. Melissa Jones was hired to coordinate the Program. A series of meetings is planned for focus groups to meet within communities statewide. The schedule of meetings was included in members' notebooks.

CMS BILLER UPDATE

Ryan Ellis reported on the status of the CMS Biller which will be used to streamline waiver billing. The system is expected to be fully functional at two pilot sites, then coordinated throughout the remaining Area Agencies. When implemented, invoices will be sent directly from the Area Agencies to TennCare for payment.

ADRC WEB SITE UPDATE

Ryan Ellis updated the members on the status of the Aging and Disability Resource Connection Web site. The site went live, and Mr. Ellis asked the members to let him know if there are any suggestions for improvement. He stated that two Area Agencies were utilized as pilot centers, and he expects the remaining seven Area Agencies to be in the resource center online in the near future.

RESOLUTION – WORLD ELDER ABUSE DAY

Janet Lamb reported that a Resolution proclaiming June 15, 2008, as World Elder Abuse Day has been passed. To celebrate this occasion, a rally will be held at the legislative plaza on Friday, June 13, 2008. The rally is sponsored by the Tennessee Vulnerable Adults Coalition. The Governor has been invited to speak at the event. Judge Eisenstein will be the keynote speaker. The Coalition has contracted with LaMarr Billboard Service for 21 billboards that will advertise the event and also advertise an 800 number to report elder abuse. She stated a Web site was also featuring the event. On a typical day, 94,000 people see a billboard in passing.

Vickie Lawson commended Ms. Lamb for her work on this project.

LEGISLATIVE UPDATE

Janet Lamb, TCAD staff attorney, reported on legislation of interest that is being tracked by the Commission. Ms. Lamb stated the Long Term Care Community Choices Act of 2008 legislation is on the House Calendar in the afternoon. It has been passed by the Senate. This is the second year of the two-year 105th General Assembly, and this is the last day the legislature will be meeting. Next January will begin the 106th General Assembly.

Ms. Lamb reported that the Sunset Bill had passed. Last year, a Sunset Bill had passed the House, but not the Senate. This year another bill was introduced. This year, the House deferred the bill. The Senate passed the bill from last year which extends the Commission to 2011.

Ms. Lamb reported the Pilot Project for home and community based services was still in committee review. It has been deferred to the Ways and Means Committee.

PRESENTATION BY THE AREA AGENCIES

- AGING COMMISSION OF THE MIDSOUTH, MEMPHIS, TN

Dora Ivey, Director, Memphis Area Agency on Aging and Disability, presented a slideshow presentation of the Aging Commission of the MidSouth. Kathryn Coulter and Larry Turner assisted in the presentation. Mr. Turner used magic to demonstrate how the

Area Agency on Aging and Disability in Memphis seemingly utilized a never-ending supply of various resources to solve a variety of problems for folks in need in the community. Ms. Coulter narrated the slideshow. There are four counties located within the scope of service of the Area Agency: Fayette, Lauderdale, Shelby, and Tipton Counties. The service area has 132,013 residents. Population trends in the four counties were presented. There will be 33% of the population over the age of 65 by 2025 in Fayette County. The Area Agency is planning and designing services and programs to meet the needs of a growing and aging population. Newly-released senior resource handbooks were distributed to the meeting attendees.

HCBS WAIVER UPDATE

Phil Barnett, Statewide Home and Community Based Services Waiver Administrator, reported the update on home and community based waiver services. He reported his new position as Waiver Administrator is both challenging and exciting. He said there are 3,700 slots granted for the home and community based services waiver program. Of the 3,700 slots, 3,364 are used, 336 are available, and 364 will roll over on October 1, 2008. Two new people rolled to the waiver program at TCAD from the aging programs. Cynthia Minnick is the new Waiver Financial Manager. Michelle Drachler is the new waiver QA Supervisor. Mr. Barnett stated a letter has been written requesting a waiver from the hiring freeze just put in place by state government so that they could hire additional waiver staff. Mr. Barnett said the waiver contract language is being updated and staff are working with TennCare to ensure contracts are in place for the waiver program. Mr. Barnett said 2,300 more slots will be available with the passage of the Governor's Long Term Care bill.

TN4A REPORT

Aaron Bradley reported for the TN Association of Area Agencies on Aging and Disability (TN4A). He expressed appreciation to the Commission for allowing him to speak on behalf of the TN4A. He thanked the Planning Committee for their good review of the Area Plans and all the time that was spent reviewing them. He stated the statewide needs assessment should continue. He said the Area Agencies will be looking at developing a three-year plan and the needs assessment document will help with this process.

Mr. Bradley stated the state staff and members of the TN4A have been working with the n4a Conference staff in planning for the July 2008 Conference to be held in Nashville. He said Tennessee is ahead in the planning and sponsorship for the conference. Registration is good and he thinks overall it will be a good meeting. He stated all the Area Agency Directors are members of the n4a. He added three of the Area Agency Directors are also members of the Southeast Area Agencies on Aging (SE4A) - Ernestine Bowers, Steve Witt, and Kathy Whitaker.

Mr. Bradley stated the TN4A is looking forward to the passage of the Long Term Care bill. He added that Tennessee is on the threshold of history for long term care. Finally, he said, at the end of the day, it is the consumer who will be benefited the most from the passage of the bill.

EXECUTIVE DIRECTOR REPORT

Mike Hann presented brief points from the full Executive Director's Report which was included in the members' notebooks. Highlights were as follows.

- The ADRC Advisory Board and the ADRC Policy Council were combined into one group and had their first joint meeting on April 15, 2008. Jim McConnell, ADRC Consultant facilitated the meetings.
- Karen Raffey, TCAD Nutrition Program Director, is planning a Fall training for nutrition providers and QA staff which will include food safety education and certification.
- LaVerdia McCullough is assisting with the planning for the annual Tennessee Federation for the Aging (TFA) meeting in Gatlinburg, September 3-5, 2008.
- Mike Hann spoke to the Sociology of the Aging class at the University of Tennessee in Chattanooga on April 9, 2008, and also visited the Southeast Development District and the Southeast Area Agency on Aging and Disability.
- TCAD staff participated in weekly teleconference calls with TennCare to coordinate the discussion of the Long Term Care Community Choices Act of 2008. The result of this bill will be a restructuring and expansion of Tennessee's Long Term Care system.
- Waiver staff have initiated monthly conference calls with the Area Agencies that will enhance stakeholder communication and program standardization and integrity.
- Jerry Blasingame attended the National Association of State Ombudsman Programs, April 11-15, 2008, in Tacoma, Washington.
- Jerry Blasingame sent thank you notes to each of the 184 Volunteer Ombudsman Representatives in recognition of their service for National Volunteer Week, April 27-May 3, 2008.
- TCAD staff provided training to the District Guardians on April 25, 2008, during the Tennessee Development District conference.
- Mike Hann commended the Elder Rights staff and Janet Lamb, TCAD Staff Attorney, for the superb job she is doing with Elder Rights. Staff are responsible for coordinating the celebration of World Elder Abuse Day on June 13, 2008. This is being held to celebrate the passage of the legislation, a Resolution naming June 15, 2008, as World Elder Abuse Awareness Day. There will also be 21 billboards placed throughout the state displaying the elder abuse logo and advertising an 800 # to call to report elder abuse.
- Mike Hann spoke at the opening of the ADRC outstation at the Dickson County Public Library on February 22, 2008.
- Mike Hann spoke at the O'Connor Senior Center, Knoxville, on Thursday, April 10, 2008, to the combined meeting of the Knoxville-Knox County Council on Aging and the East Tennessee Council on Aging. He addressed the future of long term care and aging in Tennessee.
- Mike Hann and Perry Register presented the Commission Budget to the State Legislature.
- Mike Hann and Phil Barnett traveled to Oregon with the Legislative Committee on Long Term Care on March 27-30, 2008. Jim McConnell, ADRC Consultant, coordinated the visit to several adult care homes as a learning tool for the long

term care committee on community choices relative to home and community based services waiver.

Lastly, Mr. Hann reported that the plans to relocate to Murfreesboro Road were on hold. He said he is not sure if the move is going to happen. He said the current space can hold up to 47 staff, but staff are cramped for space. Conference rooms have been converted into office space, but staff are getting by. However, he stated, once the needs of staff and funding were known, more will be known about the move.

Mr. Hann thanked Carolyn Householder for setting up the meeting details. He made an announcement of the meeting with the Area Agency Directors the following day. In closing, Mr. Hann referenced a book entitled, "From Good to Great", by Jim Collins. He said there are few organizations that attain greatness. He said you have to put the right people on the bus who share your philosophy of where you are going. He said he feels there's improvement and is thankful to be a part of what's going on. He said he feels he is making a difference.

NEW BUSINESS

N4A 2008 ANNUAL CONFERENCE AND TRADESHOW

Chair Woodlee asked the Commission members if there were at least three people who would like to attend the n4a Conference being held in Nashville, July 20-23, 2008. Bernard Danzig, Mary Stockley, and Jackie Talley volunteered to attend the meeting and represent the Commission. Chair Woodlee asked Perry Register, TCAD Fiscal Officer, if expenses could be paid for the three attendees, and Mr. Register stated he would allocate sufficient funding for the attendance. Conference registration is \$400 per person.

OLD BUSINESS

PROCLAMATION IN MEMORY OF MR. REX MOSES

Janet Lamb, TCAD Staff Attorney, reported that a proclamation in memory of Rex Moses had been requested to Representative Bell's office, and he sponsored a bill that resulted in the signing of a Proclamation in memory of Mr. Bell. The Proclamation was presented to Diane Cornell. She stated copies would be distributed in the Southeast District and framed to hang in the senior centers. Photos were taken of Chair Woodlee, Ms. Cornell, and Steve Witt, Director, Southeast Area Agency on Aging and Disability.

ADJOURNMENT

The meeting adjourned at 2:45 P.M. CST. The next meeting of the Commission is scheduled for Tuesday, August 12, 2008, 9:00 A.M. at the Doubletree Hotel, Nashville, TN.